

Meeting Minutes
Buffalo-Johnson County Recycling Center Joint Powers Board
May 13, 2019, 5:15 pm, Recycling Center

Call to Order: Bill at 5:10 pm

Board Members Present: Chairman Bill Ostheimer, Member Phil Gonzales, Secretary Dean Knauer, Forman Don Verger, and Treasurer Marv Majerus. Vice-Chairman Julia Bettinger was excused.

Visitors: City Councilman Dan Hart, Solid Waste Foreman Bob Fox, Solid Waste Board member Dave Iverson and visitor Stan Iverson.

Review and approval of Agenda: Phil moved to accept the agenda, Marv seconded, motion approved.

Review and approval of April 8, 2019 minutes including the March 2019 Treasurer's Report. Phil moved to accept the April 8, 2019 Minutes, Dean seconded, motion approved.

Treasurer's Report, April 2019, for Discussion: None (see below for copy of Treasurer's Report)

Foreman's Report: Shipped a load of aging cardboard to Sage. Send another load of cardboard to Colorado Springs to determine whether income would be better than Sage.

New Business:

- 1.
- 2.

Old Business:

1. Continuation of discussion with the Solid Waste District Board about combining the Recycling Center with the Solid Waste District. By State Statute, Services for Water Distribution and Landfills must run in the black. David Iverson told the Recycle Board to reduce expenses up to 50 percent. Phil suggested that the two Boards partner with a total tax appropriation and continue to cooperate using separate Boards as now organized. He suggested that both Boards together ask for up to 3 mils of appropriations and the Recycle Board would use no more than one-half mil for operations.
2. Coordinate with the City and County regarding recycling options during the Johnson County cleanup days during May. Tabled, because clean up days plans have been finalized.
3. Coordinate Hazardous Waste Day with CCCD. Tabled, because plans have been finalized.
4. Status of glass recycling payments from Coors Brewing. Marv Tabled
5. Status of recycling some useable construction materials deposited at the Landfill. Status of revision to the City Construction Permit rules regarding recycling usable waste construction materials. Bob and Dan. Tabled
6. Update on using crushed glass at the Landfill to layer/isolate solid waste as required monthly. Tabled
7. Union Congregational Church would like recognize the work of the Recycling Center. Visitors will be Kathleen McPhee (217-1455 and others. Dean is the contact. Tabled.
8. Update on Policies and Standard Operating Procedures. Bill. Tabled.
9. List of safety items to be addressed. (See list below)
10. Review and update Jobs to be Done List. (See List below)

Other Information:

1. Sage Recycling Market Report: OCC Markets fall again. (See below for full report).
- 2.

Next Meeting (date, place and time): Recycle Center, June 10, 2019 at 5:15 pm

Meeting Adjourned: 6:30 pm

Minutes submitted by and date: Secretary Knauer, May 22, 2019

LIST OF JOBS TO BE DONE

The Board wants digitized records of Secretary's Minutes to be filed with the County, City & the Recycling Center.

Construct/purchase/add additional dry storage building or enlarge existing building to store bales of recycled material and unused Gaylords. January 2016: Commissioners Hicks and Greenough believe the time is right for the board to start planning to bring a permanent district to the ballot in the next few years to help finance solid waste and recycle efforts in Buffalo and Kaycee. Need further information (strategy or plan) before discussion can commence.

Purchase a scale when needed and affordable.

Funding sources for the Recycling Center?

Recycle Center Security plan.

Write Board by-laws.

Update County Web Site yearly or as needed.

Follow-up on outreach opportunities with radio stations and Buffalo Bulletin.

LIST OF SAFETY ITEMS TO BE ADDRESSED

1. Employees should attend general safety training.
2. Continue holding monthly safety meetings and document.
3. Preventive Maintenance Vehicle Inspection Report Form program to be started.
4. Employees are responsible to instruct visitors to stand clear of bailers and other equipment.

REMINDER LIST

1. Monthly: Hold monthly safety meetings with all staff in attendance and document.
2. Yearly: Join the Wyoming Solid Waste and Recycling Association and send someone to the yearly meeting.
3. Jan Meeting: Election of officers, determine where to do banking business and advertising.
4. Jan 2019: Work on yearly 1 percent funding request. Due February unless changed.
5. January: Get fire extinguishers checked.
6. March: Coordinate with the City and County regarding recycling options during the Johnson County cleanup days during May.
7. March: Coordinate Hazardous Waste Day with CCCD.
8. April: Update the Recycling Board webpage on the County webpage.
9. May/June: Pay scale will be evaluated each June to determine raises and cost of living increases. Increases will be effective July 1.
10. July: Recertify employees on forklift (Anderson Forklift).
11. July: Have forklift inspected and serviced (Anderson Forklift).

Board Member Year of Appointment Members are Appointed for 3 Year Terms Appointments Begin February 1 and End January 31

Julia Bettinger, City, 2018
Marv Majerus, County, 2018
Dean Knauer, Joint City and County, 2019
Bill Ostheimer, City, 2017
Phil Gonzales, County, 2017

From: Brian Heuer [mailto:brian@sagerecycling.com]
Sent: Monday, May 06, 2019 5:00 PM
Subject: Market Report - OCC markets fall again

Dear Sage Recycling Customers,
Cardboard prices fell once again in May by \$5 - \$10/ton in all markets. Prices are now approaching the levels of the historical crash of 2008. The PPI is reporting the national average price for cardboard this month is a paltry \$30/ton. Many domestic mills are claiming they have thousands of tons of OCC warehoused which will further delay the rebound when it finally comes. One mill we spoke to in the PNW told us their inventory level was 180% of normal. Mill downtime at several mills across the country in March and April added to the glut of cardboard on the market.

Export markets remain extremely soft in May. China is out, Mexico is cutting way back and demand in India and Indonesia is weakening due to increasing inventories. Despite the government of China's unwillingness to accept recycled material from the US, high demand for the material still exists at the mills within the country. We were recently told that Chinese mills have been purchasing clean OCC from other countries for as much as \$500/ton.

Allocations are going to remain very limited at most mills in May. Mill buyers are cutting delivery appointments to all suppliers. Cardboard loads have been reportedly finding their way to landfills over the last month as suppliers run out of room to store the material. Some market experts have predicted that this is the bottom while others remain skeptical.

Despite all of the bad news, there does seem to be a glimmer of hope on the horizon. Vietnam, India and Malaysia are currently in the process of building new cardboard mills. We know of 2 new mills set to open in the US later this year.

We have also heard that Chinese cardboard producers have recently purchased shuttered US mills and are in the process of retrofitting them to reopen and to use both OCC and Mixed Paper in their processes. While all of this will create demand for tons, the reality is we will probably not see the affects for 12 months.

Mixed Paper has been a difficult commodity to move for the last 2 years. We were fortunate to be located in an area where there are several insulators that could use Mixed Paper from our customers in their processes. Recently these end users have started to source paper from large US suppliers in an effort to reduce their costs. This has caused these mills to become full of inexpensive inventory and all of our Insulators have curtailed shipments. Two of our mills are not accepting tons until late May and did not take any tons in April. Exporters are still willing to buy straight News at decent prices so recyclers may want to consider moving away from Mixed Paper programs in the future.

Sorted Office Paper dropped \$20 in all regions in May. Prices for SOP have dropped over \$50/ton since the beginning of the year. Demand for this product also remains very soft and although the price is still decent, getting movement for the material is difficult as mills are severely limiting tons purchased in May.

PET pricing looks to be flat so far from April to May with strong demand. HDPEN and HDPEC pricing remained flat from April to May. These commodities have fallen \$300/ton and \$80/ton respectively since the first of the year so we are hoping this is the bottom for these commodities. LDPE Film has started moving again and prices are rebounding as new domestic capacity has emerged.

Aluminum Can and Steel Can prices remained mostly flat April to May. Prices for Aluminum cans are still severely depressed compared to last years market. We are hoping these prices improve as trade issues with China are resolved.

Please let us know if you have any market specific questions or need pricing for your commodities. We have allocations in place with many mills and are prepared to help you continue to ship your commodities even in these difficult times. Thank you once again for your continued business.

Brian Heuer
Sage Recycling / WYCO Recycling
Cell: (406) 546-4581
Efax: 1-(720) 302 - 1455
www.sagerecycling.com

1210494

BUFFALO JOHNSON CO RECYCLING JPB
550 BUTTE ST
BUFFALO WY 82834

Checking Account

BUSINESS INTEREST CHECKING		NUMBER OF ENCLOSURES	14
ACCOUNT NUMBER	806862	Statement Dates	4/01/19 thru 4/30/19
PREVIOUS BALANCE	44,888.79	DAYS IN THE STATEMENT PERIOD	30
DEPOSITS/CREDITS	.00	AVERAGE LEDGER	36,719
17 CHECKS/DEBITS	11,893.21	AVERAGE COLLECTED	36,719
SERVICE CHARGE	.00	Interest Earned	3.02
INTEREST PAID	3.02	Annual Percentage Yield Earned	0.10%
ENDING BALANCE	32,998.60	2019 Interest Paid	17.24

ACTIVITY IN DATE ORDER

DATE	DESCRIPTION	AMOUNT	BALANCE
4/01	DDA DEBIT MEMO 4331	224.89-	44,663.90
4/01	DDA CHECK # 4333	329.54-	44,334.36
4/02	DDA CHECK # 4332	744.35-	43,590.01
4/02	DDA CHECK # 4330	922.79-	42,667.22
4/03	DDA CHECK # 4329	1,796.93-	40,870.29
4/08	6 USATAXPYMT IRS 3387702000 04/08/19 ID #-270949824230248 TRACE #-061036010005663	1,752.24-	39,118.05
4/08	7 DDA CHECK # 4334	68.37-	39,049.68
4/09	8 DDA CHECK # 4335	573.04-	38,476.64
4/15	9 WY UI/WC WYOMING DWS 1WYODWSTAX 04/15/19 ID #- TRACE #-121100782206416	623.26-	37,853.38
4/16	DDA DEBIT MEMO 4338	240.82-	37,612.56
4/16	11 DDA CHECK # 4340	372.02-	37,240.54
4/17	12 DDA CHECK # 4339	569.11-	36,671.43
4/17	13 DDA CHECK # 4337	1,028.07-	35,643.36
4/18	14 DDA CHECK # 4341	679.30-	34,964.06
4/18	15 DDA CHECK # 4342	23.98-	34,940.08
4/18	16 DDA CHECK # 4336	1,814.24-	33,125.84
ACTIVITY IN DATE ORDER			
DATE	DESCRIPTION	AMOUNT	BALANCE
4/23	17 Payment Rocky Mtn Power 1930246090 04/23/19 CHECK#-4343 TRACE #-042000018632835	130.26-	32,995.58
4/30	18 INTEREST PAID 30 DAYS	3.02 IN	32,998.60

INCOME - EXPENSE STATEMENT

BUFFALO JOHNSON RECYCLE CENTER

2018-2019

Year

	July	August	September	October	November	December	January	February	March	April	May/June	To Date
Beginning Balance	\$ 26,581	\$ 14,051	\$ 60,339.62	\$ 98,333.21	\$ 89,859.12	\$ 75,016.27	\$ 74,580.09	\$ 67,974.24	\$ 54,059.50	\$ 44,888.79		
Ending Balance	\$ 14,051	\$ 60,340	\$ 98,333.21	\$ 89,859.12	\$ 75,016.27	\$ 74,580.93	\$ 62,974.24	\$ 54,059.50	\$ 44,888.79	\$ 32,998.60		
Difference	\$ 12,530	\$ (46,289)	\$ (37,993.59)	\$ 8,474.09	\$ 14,842.85	\$ 431.34	\$ 11,610.25	\$ 8,914.74	\$ 9,170.71	\$ 11,890.19		
Income	\$ 514	\$ 60,413	\$ 50,076.40	\$ 3,070.26	\$ 823.91	\$ 10,927.84	\$ 5.66	\$ 1,628.56	\$ 977.31	\$ 3.02		\$ 128,435.03
Expense	\$ 23,044	\$ 14,124	\$ 12,082.81	\$ 11,544.35	\$ 15,666.76	\$ 11,359.62	\$ 11,735.91	\$ 10,543.30	\$ 10,343.02	\$ 11,493.21		\$ 122,137.74
Difference	\$ (12,531)	\$ 46,289	\$ 37,993.59	\$ (8,474.09)	\$ (14,842.85)	\$ (431.78)	\$ (11,730.25)	\$ (8,914.74)	\$ (9,170.71)	\$ (11,890.19)		\$ 6,297.29
INCOME												
City 1%		\$ 60,000										\$ 60,000.00
County 1%			\$ 50,000.00									\$ 50,000.00
Miscellaneous	\$ 513	\$ 413	\$ 72.88	\$ 3,066.30	\$ 820.40	\$ 10,921.30	\$ 120.00	\$ 1,624.11	\$ 968.20			\$ 18,518.99
Interest	\$ 1	\$ 7	\$ 3.52	\$ 3.56	\$ 3.51	\$ 6.54	\$ 5.66	\$ 4.45	\$ 4.11	\$ 3.02		\$ 36.04
TOTAL FOR MONTH	\$ 514	\$ 60,413	\$ 50,076.40	\$ 3,070.26	\$ 823.91	\$ 10,927.84	\$ 125.66	\$ 1,628.56	\$ 977.31	\$ 3.02		\$ 128,555.03
EXPENSES												
Fuel Pickups	\$ 441				\$ 831.43	\$ 342.01	\$ 480.87		\$ 161.17	\$ 175.81		\$ 2,441.39
Improvements		\$ 101.88										\$ 101.88
IRS taxes	\$ 1,941	\$ 1,988	\$ 2,131.07	\$ 1,980.20	\$ 1,095.82	\$ 1,822.00	\$ 1,866.14	\$ 1,829.94	\$ 1,698.42	\$ 1,752.14		\$ 19,005.86
Maintenance & Repair	\$ 1,723	\$ 1,839	\$ 344.65	\$ 40.00	\$ 172.42	\$ 450.93	\$ (170.00)		\$ 151.79	\$ 951.74		\$ 5,543.42
Miscellaneous	\$ 165	\$ 179	\$ 105.26		\$ 146.41	\$ 78.19	\$ 466.47	\$ 202.21	\$ 134.75	\$ 68.37		\$ 1,545.30
New Trailer												\$ -
Office								\$ 82.50				\$ 82.50
Purchase Aluminium		\$ 180	\$ 45.00		\$ 161.25	\$ 52.50		\$ 138.00	\$ 45.00			\$ 621.25
State unemployment	\$ 81			\$ 62.09			\$ 34.21			\$ 45.42		\$ 222.68
State Workmans Comp	\$ 622			\$ 688.82			\$ 627.42			\$ 577.84		\$ 2,515.71
Training												\$ -
Trucking					\$ 3,600.00	\$ 552.50						\$ 4,152.50
Utilities	\$ 82	\$ 219	\$ 79.03	\$ 84.04	\$ 247.60	\$ 204.55	\$ 255.81	\$ 119.51	\$ 295.31	\$ 279.03		\$ 1,865.45
Wages	\$ 8,131	\$ 8,980	\$ 9,082.97	\$ 8,389.70	\$ 8,213.03	\$ 7,566.94	\$ 7,605.99	\$ 7,974.14	\$ 7,356.58	\$ 7,742.76		\$ 80,922.80
Wages health	\$ 300	\$ 300	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00		\$ 3,000.00
TOTAL FOR MONTH	\$ 13,044	\$ 14,124	\$ 12,082.81	\$ 11,544.35	\$ 15,666.76	\$ 11,359.62	\$ 11,615.91	\$ 10,546.30	\$ 10,143.02	\$ 11,893.21	#	\$ 122,020.74

Balance 32,999 = 207 months

Expense 12,202
per month

as of May 1, 2019

1 per cent budget 2019

	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
INCOME					YTD
City 1%	\$ 50,000	\$ 50,000	\$ 50,000	\$ 60,000	\$ 60,000
County 1%	\$ 65,400	\$ 50,000	\$ 50,000	\$ 60,000	\$ 50,000
Miscellaneous	\$ 62,822	\$ 26,209	\$ 37,948	\$ 44,101	\$ 18,519
Interest	\$ 47	\$ 34	\$ 20	\$ 41	\$ 36
TOTAL FOR YEAR	\$ 178,269	\$ 126,243	\$ 137,968	\$ 164,142	\$ 128,555
EXPENSES					
Fuel Pickups	\$ 3,216	\$ 3,181	\$ 2,218	\$ 3,044	\$ 2,441
Improvements	\$ 79,892	\$ 1,379	\$ 1,933	\$ 13,268	\$ 102
IRS taxes	\$ 19,765	\$ 31,233	\$ 20,705	\$ 23,565	\$ 19,006
Maintenance & Repair	\$ 8,371	\$ 2,050	\$ 3,156	\$ 3,947	\$ 5,543
Miscellaneous	\$ 6,246	\$ 2,991	\$ 5,079	\$ 6,809	\$ 1,545
Office	\$ 260	\$	\$ 217	\$ 100	\$ 83
Purchase Aluminum	\$ 978	\$ 899	\$ 1,154	\$ 861	\$ 621
State taxes(unemp)	\$ 3,581	\$ 2,671	\$ 2,964	\$ 543	\$ 223
State taxes(WC)	\$	\$	\$	\$ 2,237	\$ 2,516
Training	\$ 100	\$	\$	\$	\$
Trucking	\$ 3,630	\$ 2,430	\$ 5,540	\$ 3,100	\$ 4,153
Utilities	\$ 4,359	\$ 4,418	\$ 2,836	\$ 2,478	\$ 1,865
Wages	\$ 91,975	\$ 91,394	\$ 91,648	\$ 99,974	\$ 80,923
Wages Health	\$ 3,450	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,000
TOTAL FOR YEAR	\$ 225,823	\$ 146,246	\$ 141,050	\$ 163,526	\$ 122,021

12202 = 12202
10 months